

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
JANUARY 11, 2022
MINUTES

Conducted by Remote Participation

Call to Order

Chair Jonathan Gates called the meeting to order at 7:18 p.m. In attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Amy Hampe, Stephen Quinlan, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director as well as one community member. Mr. Gates shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands. Ms. Fennelly became disconnected from the meeting at 7:48 due to technical difficulty.

Community Time

No members of the community presented comments.

Approval of December 14 Meeting Minutes (vote)

The Board discussed the December 14 minutes. The Board requested revisions to the December 14 minutes. The Board will vote to approve both the December and January minutes at the February meeting.

FY22 Implementation Plan

The Board discussed the FY22 Implementation Plan, specifically: alternatives for gauging community interest in specific needs like additional library hours and more defined outcomes/measures for the implementation plan; adding a donor recognition strategy and plan; using mid-cycle budget requests to be more nimble in responding to community needs; plans for a communication strategy; adjustments to the Implementation Plan to tie capital needs assessment to plans for incremental changes; adjusting tactics to revisit public/private partnership ideas for Fox; and identifying projects that call on private fundraising.

New Library Website Tour

Ms. Litten provided a tour of the revised website to the Board.

Review Library Annual Report

Ms. Nicolay will submit a draft Library Annual Report via email for the Board's review later this month.

Director's Report

The Board reviewed the Director's Report. The board discussed virtual and in-person programs, Arlington Reads Together plans, and COVID protocols at the library.

Foundation Liaison Update

Ms. Calvin shared that the Foundation has not met since her last report due to their every-other-month schedule. Ms. Calvin reported that the nominating committee continues their work and that Foundation assessment work continues.

Friends Liaison Updates

Ms. Radochia reported on the Friends of Robbins meeting. The Friends discussed programs, the shift to Cambridge Savings Bank, end-of-year donations are continuing and matching funds. The Friends canceled the Reading Room concert series due to COVID concerns. The Friends agreed to pay performers 50% of the agreed upon performance fee. Friends members will be picking up the new tote bags in NH. Friends co-chair Richard McElroy met with Patrick Hanlon and Marian Hanley of the Arlington Libraries Foundation to coordinate fundraising efforts. The Friends are calling a nominating committee ahead of their annual meeting. There was no report from the Friends of Fox.

Communications and Announcements

Ms. Nicolay shared a thank you note to the Board from Pam Watts for the holiday gifts.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: February 8, 2022

Adjournment (vote)

Mr. Delmolino moved to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye, Mr. Gates voted aye. The meeting adjourned at 9:23 p.m.

Materials Distributed:

- January 11, 2022 Meeting Agenda
- December 14 Meeting Minutes
- FY22 Implementation Plan
- Library Director's December 2021 report with Circulation Report

